

The Interagency Oil & Gas Technical Subcommittee will be comprised of 3-5 representatives from each of the participating agencies (DOE, DOI and EPA) and a representative from OSTP. Subcommittee representatives are encouraged to consult others within their agency as needed. The subcommittee is charged with establishing its own workplan and schedule relative to organizing the information critical for the development of a multi-year research plan for oil & gas related work within the parameters established by the Steering Committee. As part of this work, subcommittee members will be responsible for keeping their respective agency Steering Committee members apprised of the subcommittee's progress and brief the Steering Committee periodically.

Parameters:

- The multi-agency memorandum tasks the three agencies with developing a draft multi-year research plan by October 13, 2012. The draft plan will be published for public comment. The memorandum further specifies that a final multi-year research plan shall be published by January 13, 2013.
- The draft plan should consider the comments received from the scientific community, public and relevant stakeholders obtained as a result of outreach opportunities identified by the Technical Subcommittee and Steering Committee.
- The multi-year plan will serve as a tool for ongoing and future budget discussions, including, at a minimum, FY 13 and FY 14, but should also consider budget years beyond these.
- The subcommittee may use FY 13 funding requests as a guide, but the plan need not be constrained by those funding levels.
- The subcommittee should consider the core research competencies identified in the memorandum for the research plan.

Key Deliverables:

- By June 1, the Technical Subcommittee shall prepare and deliver to the Steering Committee a workplan and schedule for deliverables for its activities.
- Working together with the Writing Subcommittee, a detailed outline of the report shall be prepared and delivered to the Steering Committee no later than July 13.
- The following items should accompany the outline:
 - A narrative providing specifics on the agencies' FY 13 research plans, which identifies areas of coordination and eliminates areas of overlap
 - A narrative sharing preliminary thoughts on the Agencies' FY 14 research plans, which identifies areas of coordination and eliminates areas of overlap
- A draft multi-year research plan shall be delivered to the Steering Committee NLT August 23.